



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
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May 10, 2011

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

### ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

18 May 10, 2011

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

**REQUEST FOR DELEGATED AUTHORITY  
TO THE CHIEF EXECUTIVE OFFICER  
TO NEGOTIATE AND ADMINISTRATIVELY CONSUMMATE  
MINOR LEASES FOR VARIOUS DEPARTMENTS  
(ALL DISTRICTS) (3 VOTES)**

### SUBJECT

This recommendation is to delegate the authority to the Chief Executive Officer, or his designee, to negotiate and consummate the 55 minor leases shown on Attachment A as provided under Section 2.08.163 of the County Code. These leases were previously executed by the Chief Executive Officer pursuant to the delegated authority.

### **IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the proposed leases are categorically exempt from the provisions of the California Environmental Quality Act pursuant to Class 1, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board, and Section 15301 of the State of California Environmental Quality Act Guidelines (Existing Facilities).
2. Delegate the authority to the Chief Executive Officer, or his designee, to negotiate and consummate the 55 minor leases for various County Departments.

*"To Enrich Lives Through Effective And Caring Service"*

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### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Pursuant to the authority granted under County Code Section 2.08.163, the Chief Executive Officer (CEO) may consummate all minor leases administratively. Approval of the proposed action will allow the CEO to administratively extend/renew minor leases for a period not to exceed three years at a rental rate that cannot exceed \$7,500 per month, and will provide County departments with continued occupancy at their current locations. However, while the CEO has the authority to execute new minor leases, County Counsel has opined that a re-lease of the same facility requires Board approval. Therefore, the recommendations proposed herein will provide for more efficient processing of these minor lease renewals and obviate the need for separate Board approval for renewal of each of the 55 leases.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan, Operational Effectiveness directs that we streamline and improve administrative operations and processes (Goal 1) by requesting Board approval of the consolidated list of the minor leases and removes the need for individual Board actions for each of the 55 leases. The recommended action herein will achieve this goal.

### **FISCAL IMPACT/FINANCING**

Since all the facilities involved are currently subject to existing leases, it is anticipated that there will be little new fiscal impact, if any, from the proposed re-leases. The impact will result only from small increases in the rental rates negotiated, if any. A further limitation is that the rental rate cannot exceed \$7,500 per month. If the lease cost exceeds \$7,500 per month, the CEO will submit a lease recommendation to your Board for consideration.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Since 2005, your Board has approved similar delegated authority recommendations submitted annually by the CEO to negotiate and consummate minor leases. The proposed recommendations apply to the 55 leases shown on Attachment A whose departments indicate a desire to remain at their current facilities. All the proposed leases are either on a month-to-month tenancy, or will expire during the 2011 calendar year or within the first quarter of 2012. County Code Section 2.08 will continue to govern all new leases for different locations with the same term and rental rate limits.

The leases shown on Attachment A will be approved by the CEO only under the following conditions:

- The departments involved will be required to provide sufficient justification of its continued need for the space to the CEO and the CEO will need to find that the renewal of the existing lease is the best course of action.
- The facilities involved will have to meet the criteria for seismic integrity set by the Department of Public Works to be suitable for County occupancy.
- The proposed leases will become effective upon approval and execution by the CEO.
- If the proposed leases contain a rental adjustment provision either fixed or based on the Consumer Price Index, the projected maximum monthly rent will remain under \$7,500 per month.

Child care facilities are not feasible in the proposed leases.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The CEO believes that the proposed recommendations are in the best interest of the County by providing a mechanism to obtain necessary space for the various County requirements in a more efficient manner. The CEO will consummate these leases only if, upon review, they are found individually to be in the best interest of the County.

Some of the facilities shown have additional existing County lease(s). If possible, the CEO will consolidate these leases into one agreement, and if consolidation exceeds the administrative limitations, a recommendation will be brought to your Board for consideration.

The Honorable Board of Supervisors  
May 10, 2011  
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**NEGATIVE DECLARATION/ENVIRONMENTAL IMPACT REPORT**

Since all the leases shown on Attachment A are re-leases, these projects are exempt from the provisions of the California Environmental Quality Act pursuant to Class 1, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board, and Section 15301 of the State of California Environmental Quality Act Guidelines (Existing Facilities).

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:RLR:WLD  
CEM:CMB:hd

Attachment

c: Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller  
All County Departments Indicated

## Attachment A

DEPARTMENT	ADDRESS	CITY	BILLING CODE NO.	LEASE NO.	START DATE	ENDS DATE	MONTHLY RENT	NO. OF LEASES WITH SAME LESSOR
ALTERNATE PUBLIC DEFENDER	221 E. Walnut St., Suite 240	Pasadena	97666	L-0818	9/24/08	9/23/11	\$7,488	0
BEACHES & HARBORS	13756 Fiji Way, Parking lot W-1 & W-2	Marina Del Rey	98244	59988	8/2/95	8/1/06	Annually \$1,608	1
CHIEF EXECUTIVE OFFICE	25 Massachusetts Avenue, N.W.	Washington	98803	75967	1/22/07	1/12/12	\$5,270	0
CHIEF EXECUTIVE OFFICE	Fort Moore Pioneer Memorial (18672)	Los Angeles		L-0163	6/1/55	Infinite	0	8
CHILDREN & FAMILY SERVICES	3300 Civic Center Drive	Torrance	98909	L-0777	9/24/01	9/23/04	0	0
CHILDREN & FAMILY SERVICES	1395 East Orange Grove Blvd.	Pasadena	99030	L-0905	10/1/04	9/30/07	0	0
CHILDREN & FAMILY SERVICES	1420 West Avenue "I"	Lancaster	99032	L-1060	8/1/09	7/31/11	\$535	0
COMMUNITY & SENIOR SERVICES	1415 Santa Anita Ave.	South El Monte	97069	L-0942	7/6/08	7/5/11	\$465	0
FIRE DEPARTMENT	Reservoir No. 12 Helicopter landing	Whittier		L-0229	10/29/91	10/28/96	0	0
FIRE DEPARTMENT	16200 Daily Drive, Van Nuys Airport	Van Nuys	98363	L-1080	7/1/10	6/30/11	\$4,980	8
FIRE DEPARTMENT	26201 Golden Valley Road	Santa Clarita	98345	L-1055	8/15/09	8/14/11	\$1	2
FIRE DEPARTMENT	Bay Watch Modular Trailer & Moorage Space	San Pedro	98354	L-0799	1/1/07	12/31/11	0	1
FIRE DEPARTMENT	1255 Corporate Center Drive, Suite 328	Monterey Park	98365	71199	1/8/07	1/7/12	\$6,497	0
HEALTH SERVICES	16921 E. Avenue O, Space G	Palmdale	97942	L-0944	8/1/08	7/31/11	\$3,750	0
HEALTH SERVICES	8201 Pearblossom Hwy	Littlerock	97820	L-0945	8/1/09	7/31/11	\$4,510	0
INTERNAL SERVICES	Oat Mountain/Susanna Peak Telecomm Site		98111	L-1036	9/1/08	8/31/11	Annually \$14,061	0
ISD-INFO TECHNOLOGY SVC	4555 W. Avenue "G", Fox Airfield	Lancaster	98146	L-0903	9/1/04	8/31/09	\$2,212	3
ISD-INFO TECHNOLOGY SVC	4100 S. La Cienega Blvd.	Los Angeles	98131	25761	7/1/08	6/30/11	Annually \$ 780	0
JOINT USE FACILITIES	Health/Library, Outlying & Joint Powers, Parking Lot	Huntington Park		10789	4/21/90	4/20/10	Term \$1	1
MENTAL HEALTH	21732 South Vermont Avenue, Ste 210	Torrance	98151	L-1020	2/12/08	2/11/11	\$7,338	0
MENTAL HEALTH	2675 Zoe Ave Suites 301, & 302, & 303B	Huntington Park	98187	L-1029	4/15/08	4/14/11	\$4,245	0
MENTAL HEALTH	1300 West 155th Street, Suite 103	Gardena	98188	L-1022	6/1/08	5/31/11	\$7,452	0
MENTAL HEALTH	100 Oceangate, Suite 690	Long Beach	98081	L-1069	6/1/10	6/14/11	\$3,875	5
MENTAL HEALTH	636 South Maple Avenue	Los Angeles	98222	L-1035	8/19/08	8/18/11	\$5,000	0
MENTAL HEALTH	2131 North Main Street	Los Angeles	98223	L-1041	9/8/08	9/7/11	\$4,750	0
MENTAL HEALTH	1959 Palmer Court	Long Beach	98224	L-1047	11/24/08	11/23/11	\$2,100	0

DEPARTMENT	ADDRESS	CITY	BILLING CODE NO.	LEASE NO.	START DATE	ENDS DATE	MONTHLY RENT	NO. OF LEASES WITH SAME LESSOR
PARKS & RECREATION	Puente Hills Landfill, Riding and Hiking Trail	City of Industry		26968	4/24/79	4/23/97	0	0
PARKS & RECREATION	3301 Workman Mill & Peck Rd., Chino-Mesa T/L RW	City of Industry	98407	L-0922	1/1/05	12/31/07	\$7,452	0
PARKS & RECREATION	6300 East Northside Dr., Saybrook Park	East Los Angeles	98423	L-0926	6/1/05	5/31/08	0	8
PARKS & RECREATION	6901 Atlantic Ave., Hiking and Riding Trail	Long Beach	98416	L-1050	4/1/09	3/31/12	Annually \$500	8
PROBATION	7100 Van Nuys Blvd., Suite 214	Van Nuys	97563	L-0950	11/1/08	10/31/11	\$5,504	1
PROBATION	3530 Wilshire Blvd.	Los Angeles	97562	L-1073	5/10/10	12/15/11	\$1,320	4
PUBLIC LIBRARY	14615 Burin Avenue	Lawndale	98867	L-0991	1/4/07	1/3/10	\$1	0
PUBLIC LIBRARY	20540 E. Arrow Hwy, Unit K	Charter Oak	98867	L-0935	4/25/08	4/24/11	\$2,915	0
PUBLIC LIBRARY	5218 Santa Ana Street	Cudahy	98867	L-0936	6/10/08	6/9/11	\$2,599	0
PUBLIC LIBRARY	4153-55 E. Live Oak Ave.	Arcadia	98867	L-0940	6/10/05	6/9/11	\$3,064	0
PUBLIC LIBRARY	16921 E. Avenue O	Lake Los Angeles	98867	L-1011	10/1/07	9/30/10	\$3,067	0
PUBLIC LIBRARY	11940 E. Carson St	Hawaiian Gardens	98867	P-1034	6/24/08	6/23/11	0	0
PUBLIC LIBRARY	7309 Adams Street	Paramount	98867	L-0814	9/1/08	8/31/11	\$7,205	0
PUBLIC SOCIAL SERVICES	1910 Magnolia Street	Los Angeles	97383	L-1044	4/1/09	3/31/12	\$4,318	0
PUBLIC SOCIAL SERVICES	8017 S. Atlantic Blvd., Parking Lot	Cudahy	97125	L-0953	10/20/05	10/19/08	0	0
PUBLIC SOCIAL SERVICES	3435 Wilshire Blvd.	Los Angeles	97173	L-0954	12/1/05	11/30/08	\$975	1
PUBLIC SOCIAL SERVICES	900 North Lake Ave.	Pasadena	97214	L-0123	1/1/07	12/31/08	\$3,032	0
PUBLIC SOCIAL SERVICES	11110 West Pico Blvd.	Los Angeles	97148	L-1038	8/1/08	7/31/11	\$7,300	2
PUBLIC SOCIAL SERVICES	9401 Corbin Avenue	Northridge	97207	L-1039	11/1/08	10/31/11	\$1,980	1
PUBLIC SOCIAL SERVICES	2813 E. Olympic Blvd.	Los Angeles	97138	L-1046	1/1/09	12/31/11	\$1,800	0
SHERIFF	13837 W. Fiji Way	Marina Del Rey		L-0339	1/27/94	1/26/97	0	0
SHERIFF	Mount Lukens Radio Telecomm. Site	Tujunga	97690	72561	1/1/03	12/31/07	\$3,125	2
SHERIFF	785 Edison Avenue	Long Beach	97778	L-0756	4/29/08	12/31/08	0	0
SHERIFF	150 N. Hudson Ave.	City of Industry		48492	9/25/94	9/19/09	0	0
SHERIFF	1615 McKinley Avenue	La Verne	97785	MOU-1032	3/1/08	1/31/11	\$2,331	3
SHERIFF	1500 7th Street #5-0	Sacramento	97729	L-1078	6/1/10	5/31/11	\$2,055	0
SHERIFF	13525B Telegraph Road	South Whittier	97844	L-1040	9/1/08	8/31/11	824	0
SHERIFF	4310 Donald Douglas Dr.	Long Beach	97773	L-1083	10/1/10	9/30/11	\$6,188	0
SHERIFF	7116 S. Makee Avenue	Los Angeles	97710	MOU-394	3/1/01	Mo-to-Mo	\$5,672	0